

GOVERNMENT

SIKKIM



GAZETTE

EXTRAORDINARY
PUBLISHED BY AUTHORITY

Gangtok

Tuesday 29th December, 2015

No. 475

HIGH COURT OF SIKKIM
GANGTOK

No. 46/ESTT./HCS

DATED: 21/12/2015

NOTIFICATION

Hon'ble the Chief Justice is hereby pleased to make the following Scheme to regulate medical benefits for the officers and employees of the High Court of Sikkim and the family members thereto and various categories of other persons, with a view to provide better medical facilities to them:-

1. Short title and commencement:-

- (1) This Scheme may be called the Sikkim High Court (Officers and Employees) Health Care Scheme, 2015.
- (2) It shall come into force on the date of its publication in the Official Gazette.

PART-I – Definitions

2. Definitions:- In this Scheme, unless the context otherwise requires:-

- (a) 'Advocate' means an Advocate of the High Court.
- (b) 'Chief Justice' means the Chief Justice of the High Court of Sikkim and includes any Judge appointed by the President under Article 223 of the Constitution to perform the duties of the Chief Justice.
- (c) 'Clinic' means the Medical Clinic of the High Court.
- (d) 'employee' means an employee presently in the employment of the High Court.
- (e) 'family members' means-
 - (i) Children including step-children and unmarried daughters,
 - (ii) Dependent brothers,
 - (iii) Dependent sisters,
 - (iv) Father and mother,

- (v) Wife and husband, and
- (vi) Shall also include other dependents of the officers & employees.
- (f) 'Form' means a Form appended to this Scheme.
- (g) 'High Court' means the High Court of Sikkim.
- (h) 'Medical Officer', means a Medical Officer posted at the Medical Clinic of the High Court, by the State Government.
- (i) 'officer' means an officer employed in the High Court.
- (j) 'retired officer' means an officer who has retired from service in the High Court.
- (k) 'retired employee' means an employee who has retired from service in the High Court.

Part-II - Enrolment

3. Enrolment of the officers and employees:-

- (1) An officer/employee shall fill up the Form - A and it shall be submitted to the Supervising Officer as may be appointed by the Chief Justice for that purpose.
- (2) The Supervising Officer, shall, after scrutiny of the above filled up form submitted by the officer/employee, shall issue a Certificate of Enrolment in Form - B in favor of the officer/employee.
- (3) The Supervising Officer shall send one copy of the certificate to the Medical Officer for records.
- (4) The Medical Officer on receipt of the certificate shall issue a Medical Card in Form - C with Unique Identification Number under the seal and signature of the issuing authority.

Part-III - Facilities

4. Facilities for officers and employees:-

- (1) An officer/employee shall be entitled to the following facilities, namely:-
 - (a) Compulsory routine checkup once in a month;
 - (b) Free medicines prescribed by Medical Officer from the Clinic of High Court, subject to availability.

5. Facilities for the children and dependents of the officers and employees:-

- (1) Children and Dependents of the officer and employee shall be entitled to free medical checkup and medicines, subject to availability, whenever such requirement arises.

6. Facilities for retired officers, employees and Advocates:-

- (1) Retired officers, employees, their dependents and Advocates of the High Court shall also be entitled to free medical checkup and medicines, subject to availability, whenever such requirement arises.

7. Facilities for visitors, litigants and security personals: -

- (1) Visitors, litigants and security personnel deployed in the High Court or attached with the Hon'ble Judges shall also be given free medical treatment and medicines, subject to availability, whenever such requirement arises.

8. Maintaining of individual records:-

- (1) The Medical Officer shall maintain a separate file, for treatment of each officer and employee of the High Court, in the Clinic.

Part-IV- Miscellaneous

9. Infrastructure:-

- (1) High Court shall make all endeavour to provide adequate and suitable infrastructure to run the Clinic.

10. Timing of the Clinic:-

- (1) The timing of the Clinic shall be from 10:00 am to 4:30 pm except Sundays and other Government Holidays.

11. Scheme not effecting any other right or entitlement:-

- (1) The provisions of this Scheme shall not effect any right or entitlement of an officer/employee, which he/she may be deriving under any other law for the time being in force.

12. Maintaining of Registers:-

- (1) Entry for all the checkups of officers, employees, their dependents and all other persons shall be maintained separately by the Medical Officer or a person engaged by the Medical Officer under his/her supervision.
- (2) Stock Register for medicines received from the State Government shall be maintained by the Medical Officer or a person engaged by the Medical Officer under his/her supervision.
- (3) Register of Medicines provided to a person treated in the Clinic shall be maintained separately by the Medical Officer or a person engaged by the Medical Officer under his/her supervision.

REGISTRAR GENERAL

FORM – A

Application for Enrolment

To,

The

Sir,

I, Shri/Smt.....(designation)..... of the High Court of Sikkim do hereby submit my application for enrolment under the Sikkim High Court (Officers and Employees) Health Care Scheme, 2015 with effect from.....

Particulars of the Officer/Employee:

1. Name :
2. Designation :
3. Residential address :
4. Date of birth :
5. Date of entry in Service :
6. Date of superannuation :

Particulars of Family

Sl. No.	Name	Age	Relationship
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

I do hereby declare that all the above informations are true to the best of my knowledge and I shall abide by the provisions of the Sikkim High Court (Officers and Employees) Health Care Scheme, 2015.

Date:

Signature of the Applicant

FORM – B

Certificate of Enrolment

Certified that Shri/Smt..... (designation)..... of the High Court of Sikkim has been enrolled under the Sikkim High Court (Officers and Employees) Health Care Scheme, 2015.

Particulars of Officer/Employee:

1. Name of the officer/employee :
2. Designation :
3. Residential address :
4. Date of birth :
5. Date of entry in Service :
6. Date of superannuation :

Particulars of Family

Sl. No.	Name	Age	Relationship
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

Signature of the Supervising Officer

Copy forwarded for information and necessary action to:

1. Shri/Smt..... (designation).....



FORM – C

Medical Card

(To be produced at the time of routine check-up)

Unique ID No.....

Year

1. Name of the Officer/Employee :
2. Designation :
3. Residential Address :
4. Date of Birth :
5. Blood Group :
6. Date of entry in Service :
7. Date of superannuation :

Description of Routine Check-up:

Sl. No.	Month	Date of monthly check-up	Comments of the Medical Officer	Signature of the Medical Officer
1.	January			
2.	February			
3.	March			
4.	April			
5.	May			
6.	June			
7.	July			
8.	August			
9.	September			
10.	October			
11.	November			
12.	December			

Date:.....

Signature of the Medical Officer/Issuing Authority